

STATE OF HAWAII  
NOTICE OF AND REQUEST FOR  
RESTRICTIVE PURCHASE OF SERVICE  
PURSUANT TO §103F-403, HRS

'09 OCT 26 P1:11

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

To: Chief Procurement Officer

From: Department of the Attorney General / CPJAD / Grants and Planning  
*Department/Division/Branch or Office*

Pursuant to §103F-403, HRS, and Chapter 3-144, HAR, the department head has made a determination that an adequate basis for a restrictive purchase of services exists and requests approval to make a restrictive purchase for the following:

1. Title and description of health and human service(s):

PROVIDING CORE SERVICES TO VICTIMS OF SEXUAL ASSAULT

The U.S. Department of Justice, Office on Violence Against Women's Sexual Assault Services Program Grant (SASP) provides funds to provide core intervention and assistance services to victims of sexual assault. Core services include crisis hot line, crisis stabilization and counseling, follow-up contacts, information and referrals, case management, group counseling, and therapy.

2. Provider Name and Address: Kapiolani Medical Center for Women and Children,  
Sex Abuse Treatment Center (SATC)  
55 Merchant Street, 22<sup>nd</sup> Floor  
Honolulu, HI 96813

3. Total Contract Funds: \$224,867

Contract Funds per Year (if applicable):

4. RH No. of Previous Request for this  
Service (if applicable)

5. Term of Contract: Start: 11/01/2009 End: 06/30/2011

If the contract term is longer than 1 year, provide justification for the extended term:

Funds are meant to supplement other funding sources. The extended term allows SATC greater flexibility in determining in which time period funds can be best used. The end date is within the federal end date of the grant.

6. Describe the circumstances justifying a restrictive purchase:

In order to complete and submit the grant application to the Office on Violence Against Women, the Department had to indicate how services would be provided and how there was coordination with the Hawaii Coalition Against Sexual Assault. To accomplish this, and as a Request for Information (RFI), the Department met on March 16, 2009 with the Coalition and with the sex assault service providers from each county. The service providers were Honolulu, SATC; Hawaii YWCA Empowering Alternatives Program; Maui Child & Family Services Sexual Assault Support Services; and Kauai YWCA Sexual Assault Treatment Program. The Department explained the grant's specifications and requirements. The Coalition and all agencies agreed to participate with the Department in the development of the application. The services providers from Hawaii, Maui, and Kauai, with the support of the Coalition, indicated they wanted SATC to be the lead agency, and the conduit for funds to their agencies. The federal grant application was written to reflect this collaborative planning.

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7. Describe the efforts and results in determining that this is the sole provider who can render services. Include approximate dates:

See Question # 6 above.

Discussion with the agencies and the Coalition at the March 16, 2009 meeting indicated the desire and importance of using these federal funds to supplement state funds for sex assault and that the use of the federal funds be coordinated and in-synch with the State's Master Contract for sexual assault services to the extent allowed by the federal grant's requirement. (For example, the State's Master Contract allows prevention activities to be funded, the SASP does not. Both allow for core intervention and assistance services.) The service providers and the Coalition felt that the SASP could be used to fill in at least part of the gap for core services created by the \$400,000 reduction in State funds for FY 2010 and for possible reductions for FY 2011.

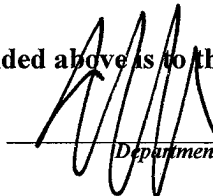
The State's Master Contract utilizes SATC as lead to provide equitable funding to all counties. In this role, besides being the conduit for funding to the Neighbor Island counties, SATC also provides quality assurance, training and oversight for sexual assault services. As previously determined for the State's Master Contract in April 2008, and confirmed in March 2009, SATC is the only provider of comprehensive sex assault aservices in Hawaii with the necessary expertise to fulfill the Master Contractor responsibilities including quality assurance and oversight. SATC helps to ensure that sexual assault services provided in all counties are consistent.

8. List state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Lari Koga, Administrator, Crime Prevention and Justice Assistance Division  
Adrian Kwock, Chief, Grants and Planning Branch  
Kathy Mitchell, Planning Specialist

9. Direct questions to (name & position):      Adrian Kwock  
Phone number:    586-1155  
e-mail address:    Adrian.P.Kwock@hawaii.gov

I certify that the information provided above is to the best of my knowledge true and correct.

  
\_\_\_\_\_  
*Department Head Signature*  
Mark J. Bennett  
\_\_\_\_\_  
*Typed Name*

OCT 21 2009

\_\_\_\_\_  
*Date*

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**NOTICE**

Pursuant to §103F-403, Hawaii Revised Statutes and Chapter 3-144, Hawaii Administrative Rules, the aforementioned purchasing agency has submitted a request to the chief procurement officer for a restrictive purchase of service for health and human services, and if approved, intends to purchase the service without issuing a request for proposals.

Any person may file a written protest under the procedures established under Chapter 3-148, Hawaii Administrative Rules, located on the web at [www.spo.hawaii.gov](http://www.spo.hawaii.gov), click *Statutes and Rules* and *Procurement of Health and Human Services*. Protests shall be hand delivered or postmarked by United States Postal Service within seven (7) days after the date this notice is first published on the internet. If hand delivered it must be submitted by 4:30 PM, Hawaii Standard Time, within seven days after day this notice is first published. Protests must be submitted to the following procurement officer **and** head of the purchasing agency:

***Procurement Officer for this Procurement***

Adrian Kwock, Branch Chief  
Dept. of the Attorney General, CPJAD  
235 South Beretania Street, Suite 401  
Honolulu, Hawaii 96813

***Head of Purchasing Agency***

Mark J. Bennett, Attorney General  
Department of the Attorney General  
425 Queen Street  
Honolulu, Hawaii 96813

Protest forms and instructions are on the web at: [www.spo.hawaii.gov](http://www.spo.hawaii.gov), click *Health and Human Services, Chapter 103F...* and *Forms for Private Providers*. Questions should be directed to the contact person noted in item 9 of the request.

*Published:*      **OCT 29 2009**

**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

Chief Procurement Officer's Comments:

☒ **APPROVED**      ☐ **DISAPPROVED**      ☐ **NO ACTION**

  
\_\_\_\_\_  
*Chief Procurement Officer Signature*

**11/10/09**  
\_\_\_\_\_  
*Date*

Please ensure adherence to applicable administrative requirements.

NOTICE OF REQUEST  
FOR RESTRICTIVE PURCHASE OF SERVICE  
PURSUANT TO HRS §103F-403

Pursuant to §103F-403, Hawaii Revised Statutes and Chapter 3-144, Hawaii Administrative Rules, the Department of the Attorney General, Crime Prevention and Justice Assistance Division, has submitted a request to the chief procurement officer for a restrictive purchase of service for health and human services, and if approved, intends to purchase the service without issuing a request for proposals. (To see the request, go back to the [State and County Procurement Notices](#) page and click on "More Info.")

Any person may file a written protest under the procedures established under Chapter 3-148, Hawaii Administrative Rules, located on the web at <http://hawaii.gov/spo>, click "Statutes and Rules," then "Chapter 103F, Procurement of Health and Human Services." Protests shall be hand delivered or postmarked by United States Postal Service within seven days after the date this notice is first published on the Internet. If hand delivered, it must be submitted by 4:30 p.m., Hawaii Standard Time, within seven days from the date this notice is first published. Protests must be submitted to the procurement officer and head of the purchasing agency as specified in the request. Protest forms and instructions are on the web at <http://hawaii.gov/spo>, click on "Health and Human Services, Chapter 103F...", then "Forms and Instructions for Private Providers/Applicants." Questions should be directed to the contact person noted in item 9 of the request.